# HALDIA INSTITUTE OF TECHNOLOGY 

(AN AUTONOMOUS INSTITUTION UNDER MAKAUT, WEST BENGAL)
ICARE COMPLEX, HIT, HALDIA, PURBA MEDINIPUR, WEST BENGAL 721657
Office of the Controller of Examinations

## CIRCULAR

Ref.No.: CR/COE/HIT/44/02/2022
Sub.: $1^{\text {st }}$. Year $1^{\text {st }}$. Semester (UG / PG) Enrollment for Odd Semester'2021-22 under Autonomy.
Following are the details of enrollment for $1^{\text {st }}$. Year $1^{\text {st }}$. Semester (UG / PG)'2021-22 (odd) under autonomy.

| Categories | Semester | Date \& Time |
| :---: | :---: | :---: |
| Students' Enrollment | $1^{\text {st. }}$. Year 1 ${ }^{\text {st }}$. Semester (UG / PG) | $08 / 02 / 2022$ (02.00 PM) - |

- All the students of $1^{\text {st }}$. Year $1^{\text {st }}$. Semester (UG / PG) are advised to enroll themselves from the examination website hit.ucanapply.com
- Click 'STUDENT' menu > put User Name (Univ. Roll No.) \& Password (Univ. Reg. No.). Students may change their password after enrollment.
- Roll \& Registration No. available from the respective departments.
- Click 'Enrollment' menu > click 'edit’> click 'Preview' (upper left hand side X mark) one by one \& 'save \& next' (bottom right hand side). Students must upload a signed passport size color photograph on the specified space in the personal details page. Students are advised to find \& edit (if necessary) all the personal records/previous academic details/paper name/paper code carefully. At the end students should confirm \& submit the enrollment form.

Examination form fill-up notification will be circulated shortly.
All the HODs/TICs are requested to circulate it among the respective students, accordingly.
Sd/-
Prof. P.P.Das Controller of Examinations.

HIT, Haldia.

## Copy forwarded to:

1. The Principal, HIT
2. All Deans, HIT (by name)
3. The Registrar, HIT
4. All HODs/TICs, HIT (by name) $\qquad$
5. Dy. Controller of Examinations, HIT
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Prof. P.P.Das

